

LOCAL EMERGENCY PLANNING COMMITTEE
Knox County EMA- 301 Park St.-Rockland, ME 04841
Web Site: www.knoxcounty.gov/ema

6/4/2013 LEPC Meeting

A quorum was present and the meeting was called to order at 1034 by Foner Curtis, LEPC Vice Chairman in the EMA Office at 301 Park St.

Meeting Attendees:

Jeremy Pare	Lonza Rockland	Laurie Beckwith	PBMC
Linwood Lothrop	KRCC	Foner Curtis	Lonza, Rockland
Donna Allen	Knox Cty Administrative Assist.	Ray Sisk	Knox Cty EMA

- Laurie Beckwith made the motion to accept the minutes of the 4/2/13 and seconded by Ray Sisk. All were in favor.

Secretary's Report:

Correspondence:

- Tier 2's received since the last LEPC meeting: Ferraiolo Construction; Rockland Landings Marina; Knox County Jail, Applebee's, Boston Financial; Camden Hills High School; Genesis Health Corp (Windward Gardens); Knox County Courthouse; Marriners; Mid Coast Cinema Flagship; MS CommNet; O'Hara Corp.; Rockland Airport Partners; Town of Camden PW; UPS Rockland and Hampton Inns and Suites, Thomaston; Owls Head Transportation Museum and Tolman Pond Market.
- Newspaper article: Household hazardous waste drop-off day, June 15, 2013; O'Hara pulls plug on ice operation
- Wal-Mart Hazardous Materials Inventory Report, Thomaston, ME
- AR-1 Form: 4/21/13 – Ridgeview Drive, Thomaston-oil spill; 5/20/13 – Vinalhaven-12 Swamp Fox; fuel spill, 5 gallons
- E-mail on Tips for Safe Mercury Cleanup
- Hazmat Team Chiefs meeting minutes of 4/9/13
- We had an opportunity to host a TTT for Hazmat Rapid Intervention Team training which is designed to teach emergency rescue techniques to Fire Departments, EMS and Law Enforcement agencies responding to an incident which may have a potential Hazmat release. This is just to getting in and out to save lives. We were asked to sponsor it here as a state wide program and we had 9 people from state wide sign up. They had to have 15 so it had to be cancelled. There was discussion on this training.

Treasurer's Report:

Received March 2013: Grant Reimbursements, HM 8050-\$240.20; HM 8057-\$1886.21; HM 8068-\$24710.00; March 2013 Interest \$7.78

Received April 2013: Grant Reimbursements: LEPC Stipend: \$1256.50; Personnel Stipend -\$68.57; HM 8041 \$180.47; HM 8057- \$2142.25; HM8066-\$6273.06; HM 8067-\$2500.00; April 2013, Interest - \$5.97

Bills pd out in March 2013: Personal Services: \$367.34; General Operating Expenses: \$67.42; HM 8049: \$608.24;HM 8050-\$85.34; HM 8057-\$1843.53;HM 8065-\$1505.78; HM8066-\$ 1118.85; HM 8067-\$2500.00

Bills pd out in April 2013: Personal Services: \$367.34; General Operating Expenses: \$65.32; HM 8041-\$ 35.98;HM 8049; \$882.16; HM 8050; \$.70; HM 8057-\$2159.32; HM 8059-\$71.98; HM 8065-\$1232.55; HM 8066-\$7781.85

LEPC Operational Fund balance as of April 30, 2013	\$-22.37
Grant and other fund balances as of April 30, 2013	<u>\$ 19890.84</u>
Total balance in checkbook as of April 30, 2013	\$ 19868.47

The motion was made by Laurie Beckwith to accept the Treasurer Report as presented and Linwood Lothrop seconded. All were in favor.

Training updates:

June 5, 2013 @ 6:30 PM	NWS – SKYWARN Weather Spotter Course	Knox County EMA	
June 6, 2013 @ 10:00 AM	Community Education Forum – Ticks & Lyme Disease	Knox County EMA	There was discussion on this issue.
June 11, 2013 1 PM & 6 PM	Maine Center for Deafness- Essential Sign Language for 1 st Responders	Knox County EMA	
June 12, 2013 @ 5:30 PM	Red Cross – Disaster Services Overview	Knox County EMA	
June 15, 2013 @ 8:30 AM – 4:30 PM	Red Cross – Client Casework	Knox County EMA	
June 18, 2013 @ 5:30 PM	Red Cross – Shelter Fundamentals	Knox County EMA	
June 19, 2013 @ 5:30 PM	Red Cross – Psychological 1 st Aid	Knox County EMA	
June 26, 2013, 8:30-3:00 PM	Annual Hazmat Review	Pen Bay Medical Center	

Old Business:

- County website online! www.knoxcountymaine.gov/lepc. Continue to need your input for LEPC content. Foner suggested putting it at the front of the agenda and minutes right before the Secretary's report asking for your input on what your facilities are doing. That would be a great place to talk about your Hazmat training or spill training. Also, send out a reminder at least once a month to all the LEPC members.

New/Miscellaneous Business:

• **LEPC Workplan and Budget:**

- Continue to liaise with county facilities to promote, encourage and where necessary, assist their electronic EPCRA submissions in a timely fashion. **METRIC:** *Increase on time reporting by 50% for 2012 and by 75% in 2013. (80 facilities late in 2011).*
- Validate emergency plans, procedures and protocols through an effective exercise program. **METRIC:** *(1) Plan and execute at least one TTX and one FE this reporting period. (2) Participate in one FSE during this period. Ray spoke about the exercises that are being performed this year.*
- Encourage LEPC members to attend Annual Maine Preparedness Conference. **METRIC:** *Increase 2013 HAZMAT Conference attendance by LEPC members at least 50% over 2012 attendance.* There is was discussion about having a industry talk about lessons learned after an incident at the conference. Ray said that he would take this information back to the committee to see what they have to say and if the facilities could see potential type of speakers just in general.
- Ray went over the budget for this coming year. Donna's new rate for this year is \$16.02 an hour. The hourly rate went up 2.5% . We still can't pay Donna for 5 hr. LEPC time at her EMA rate. The stipend this year is \$5273.06. They only way would be to increase our Tier 2 filings or perhaps getting the facilities to file on time so that our budget that is established in March would go up. The column on the left is what we can work with and on the right would be if there was a way to pay manpower at her EMA rate. Ray is going to have to write a letter requesting additional funds to cover our LEPC operational budget to cover our expenses. Linwood made the motion to accept the workplan and budget for next fiscal year (7/1/13 thru 6/30/2014) and Foner seconded the motion. All were in favor. The workplan and budget will be forwarded to SERC.
- Continued discussion on options for increasing on time Tier 2 reporting by facilities required to report. This affects initial operational stipend for LEPC and requires much additional work by local staff to bring late filers into compliance. Unanimous support for recommending to SERC that the filing fees be doubled with a 50% discount prior to March 1. This provides a financial incentive for facilities to file on time which would reduce time and expense while also making annual funding estimates more accurate.
- Next regular LEPC meeting will be August 6, 2013 at 10:30 AM, at Dragon Products.
- Ray Sisk made a motion and Foner Curtis seconded the motion to adjourn. All in favor.

Meeting Adjourned: 12:05 PM

Respectfully submitted,

Donna Allen

Donna Allen

LEPC Secretary